



CYNTHIA A. HARDING, M.P.H.
Interim Director

JEFFREY D. GUNZENHAUSER, M.D., M.P.H.
Interim Health Officer

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September 24, 2015

TO: Each Supervisor

FROM: Cynthia A. Harding, M.P.H.
Interim Director

A handwritten signature in blue ink that reads "Cynthia A. Harding". The signature is written in a cursive style with a large, stylized "C" and "H".

SUBJECT: **NOTIFICATION OF THE USE OF DELEGATED AUTHORITY TO EXECUTE MASTER AGREEMENT WORK ORDER NUMBER PH-001416 W-27 WITH PUBLIC HEALTH FOUNDATION ENTERPRISES, INC. FOR THE PROVISION OF TEMPORARY PERSONNEL SERVICES**

This is to notify you that I am exercising the delegated authority approved by your Board on October 19, 2010, to execute Master Agreement Work Orders (MAWO) for the provision of temporary personnel services in amounts that do not exceed \$399,999 annually, subject to review and approval by County Counsel, and notification to your Board.

Under this authority I will execute MAWO Number PH-001416 W-27 with Public Health Foundation Enterprises, Inc., in the amount of \$234,880, effective October 1, 2015 through December 31, 2016; 100 percent offset by the State Department of Health Care Services SB18 grant funds. Another bidder requested and met the criteria to qualify as a Local Small Business Enterprise bidder, was granted the preference in the evaluation of cost, but was not deemed the lowest cost bidder.

This MAWO will provide two temporary personnel one (1) Supervising Project Manager that will oversee the project implementation, reporting, evaluation and coordination and one (1) Administrative Assistant will provide administrative support to the Children's Health Outreach, Enrollment, Utilization and Retention project.

County Counsel has reviewed and approved the MAWO as to form and this delegated authority action.

If you have any questions or require additional information, please let me know.

CAH:er
DA#03359

c: Interim Chief Executive Officer
Interim County Counsel
Acting Executive Officer, Board of Supervisors